

**The National Board for Colon Hydrotherapy
(NBCHT)**

***Credentialed Colon Hydrotherapist
Examination Program***

***CANDIDATE
INFORMATION
HANDBOOK***



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This Candidate Information Handbook is designed to provide comprehensive information concerning the Credentialed Colon Hydrotherapist Examination Program, offered by the National Board for Colon Hydrotherapy.

Communications

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Introduction and Mission Statement

Welcome, and thank you for your interest in the Credentialed Colon Hydrotherapist Program. This Candidate Information Handbook details the policies and procedures involved in earning the Credentialed Colon Hydrotherapist credential. It contains the program application, describes the eligibility and experience requirements, the examination content outline, reference recommendations, and information about registering for, and taking the Certified Colon Hydrotherapist Examination. The Colon Hydrotherapist credentialing program is administered by the National Board for Colon Hydrotherapy (NBCHT).

The NBCHT is the premier non-profit organization dedicated to be the credentialing arm for the profession of colon hydrotherapy. It is dedicated to the promotion of legal and professional recognition of individual training and experience as colon hydrotherapists. This recognition is supported by the NBCHT Registry, offering a central source for the public and the government, to confirm colon hydrotherapy professional credentialing. Founded in 2000, the NBCHT has certified over 600 colon hydrotherapists, and I-ACT, NBCHT's founding organization has offered educational programming and training to over 3500 professionals since 1989. The NBCHT became a separate organization in 2012 as a nonprofit, membership, credentialing organization, offering referral services, a registration directory for the public, educational programming, and support for accrediting agencies promulgating colon hydrotherapy education.

The Mission of the NBCHT is to promote the status and credibility of the profession, safeguard the public trust through the establishment and maintenance of competency standards that protect the health and safety of both the client and the operators, and advance uniform standards of practice and ethical conduct for the profession of Colon Hydrotherapy.

The NBCHT Certified Colon Hydrotherapist Credential Philosophy

The designation as a NBCHT Credentialed Colon Hydrotherapist is meant to assure the public that the Credentialed Colon Hydrotherapist has demonstrated an established level of competence in the field. Through the research performed in the development of the Credentialed Colon Hydrotherapist program, candidates are measured against standards that reflect competence in the role as it is practiced today.

The goal of the Credentialed Colon Hydrotherapist program is to:

- I. Provide a Registry of NBCHT Credentialed Colon Hydrotherapists, serving the public need for identification of qualified colon hydrotherapy professionals.
- II. Provide a means for Colon Hydrotherapists to demonstrate the critical knowledge, skills, and abilities necessary to perform safely and competently.
- III. Establish legally defensible criteria against which competency as a Credentialed Colon Hydrotherapist may be measured.
- IV. Encourage personal and professional growth.
- V. Recognize Colon Hydrotherapists demonstrating and maintaining competency as a Credentialed Colon Hydrotherapist.

Becoming a NBCHT Certified Colon Hydrotherapist

To be considered for candidacy in the Credentialed Colon Hydrotherapist program candidates must:

- Submit the examination fee;
- Assert and document that he or she possesses the minimum required **professional experience** in colon hydrotherapy;
- Assert and document that he or she has the minimum required **education** as it relates to colon hydrotherapy;
- Assert and document that the equipment used is recognized and registered with the FDA.
- Provide an endorsement of the education and experience claimed on the application, from an NBCHT-credentialed member, or equivalent;
- Complete the Application and Credentialing Agreement, attesting to the truth of his or her assertions regarding professional experience and education, and legally commit to abide by the NBCHT Code of Ethics;
- To qualify for the Credentialed Colon Hydrotherapist credential, candidates must pass the Credentialed Colon Hydrotherapist examination with a scaled score of 500 or better.

Eligibility Requirements

To be eligible to apply for the NBCHT Credentialed Colon Hydrotherapist program, candidates must document the following:

1. Certification by the International Association for Colon Hydrotherapy (I-ACT) at the Intermediate Level (at a minimum);
2. High School Diploma or GED Equivalent;
3. Current Certification in CPR;
4. Completion of three semester hours (equivalent to 30-45 hours) of Post-secondary education equivalent in Anatomy and Physiology;
5. Successful response to eight (8) questions regarding criminal history, ethics and related background;
6. Attestation that he or she has read and agrees to abide by the NBCHT Codes of Ethics prior to taking the examination and accepting credentialing.

Questions concerning eligibility should be directed to the NBCHT Executive Director at 210-308-8288 or via email correspondence to homeoffice@nbcht.org. Candidates denied consideration for the Credentialed Colon Hydrotherapist credentialing program may submit a written request for an application review which will be performed by the NBCHT Complaints Management and Grievance Investigation Committee. Responses to application appeals will be provided in writing within 30 days of receipt of the request for appeal consideration.

Applying for the NBCHT Credentialed Colon Hydrotherapist Program

An application for the NBCHT Credentialed Colon Hydrotherapist program may be found in this booklet, or in a downloadable format on the NBCHT website at www.nbcht.org. Applications must be submitted in writing, filled out completely, and signed by the candidate. Applications will not be accepted without the required photo, transcripts, experience documentation including current CPR training documentation, and endorsement. The fee to apply for the Credentialed Colon Hydrotherapist credential is \$300.00 US and is non-refundable.

Payment must accompany all applications. All NBCHT correspondence, scores, and certificates will be mailed to the candidate's preferred address as indicated on the application. Applicants are responsible for notifying the Credentialed Colon Hydrotherapist Board in writing of any change of name, address or contact information.

The application contains a checklist of requirements that is designed to use prior to submission. Incomplete applications will not be considered. Applications will be processed within 10 business days of the office receiving the application whether postmarked or faxed. Candidates submitting incomplete applications will be notified in writing of the deficiencies, and provided 60 days to produce the missing documentation or application items. If the application is not completed within the 60-day window, the NBCHT will provide notification that the application is incomplete. Upon receipt of the second notice, candidates are provided 60 additional days in which to produce the requested application documents. Failure to respond to the NBCHT during these two 60-day periods will result in forfeiture of all application fees, and a new application and fee must be submitted.

Once an application is approved, candidates will receive email instructions concerning examination registration procedures and options.

Verification of Candidate Eligibility

The NBCHT Board reserves the right to verify the experience and/or education attested to by the applicant. This may be accomplished by a phone interview with a supervising Colon Hydrotherapist, or through verification of education transcripts. Additional documentation may be requested to support the application attestations.

Ethics Certification and Attestation

Candidates are required to attest and certify the veracity and accuracy of the application, and to agree to abide by the NBCHT Policies, and Code of Ethics, which are available for download from the NBCHT website at www.nbcht.org. Candidates must also provide the NBCHT with permission to audit the veracity of their education and experience. Any misrepresentation or misconduct related to the application or examination may result in disqualification or revocation of certification. By applying for the Credentialed Colon Hydrotherapist credential, candidates agree to the terms set forth in the application and this Candidate Information Handbook regarding certification requirements and the examination.

Refunds

There are no refunds to the \$300.00 US application fee.

Candidates suspecting that they may not meet NBCHT Credentialed Colon Hydrotherapist eligibility requirements are encouraged to contact the NBCHT prior to submitting an application.

State of Florida Candidates Recognized by the Florida Board of Massage Therapy

Special Consideration for the State of Florida Candidate for Testing and Retesting

Candidates using the NBCHT examination for licensing as a colon hydrotherapist in the State of Florida will be processed through the State of Florida Department of Health, Board of Massage Therapy. It is the responsibility of the State of Florida to establish the eligibility to test for each Florida candidate. The Florida candidate will be notified of their eligibility and a NBCHT Application to Test form will be sent to the candidate by the State of Florida. The State of Florida will also provide the NBCHT with verification of candidate eligibility. The candidate will submit the NBCHT Application to Test form and the exam fee of \$100.00 (US) to the NBCHT. Once that is received, the candidate will be registered for the examination. The candidate will be sent an e-mail with registration information so the candidate may schedule their exam. At this point, the candidate will have a 360 day window to complete the exam. See the fee to "Reschedule an Examination Registration" below for the fees to reschedule an exam once it is scheduled.

Should the State of Florida candidate be required to retest, the candidate will submit a new NBCHT Application to Test form and the reexamination fee of \$100.00 (US) to the NBCHT. Once that is received, the candidate will be registered for the reexamination. The candidate will be sent an e-mail with registration information so the candidate may schedule their reexamination. At this point, the candidate will have a 360 day window to complete the reexamination.

Although the State of Florida uses the NBCHT Credentialed Colon Hydrotherapist exam to license colon hydrotherapists working in the State of Florida, those individuals are not required to join the NBCHT Credentialed Colon Hydrotherapist program. Should a Florida Credentialed Colon Hydrotherapist who has taken and passed the NBCHT Credentialed Exam wish to join the NBCHT, he or she must meet the NBCHT eligibility requirements. *Note: Florida Licensure as a colon hydrotherapist is equivalent to the International Association for Colon Hydrotherapy (I-ACT) certification at the Intermediate level and fulfills the I-ACT training requirement of the NBCHT eligibility requirements.*

The NBCHT Credentialing fees for Florida applicants will be the same as those for NBCHT applicants less the \$100 (US) fee that was previously paid by the applicant. Contact the NBCHT Office at 210-308-8288 for the current Florida-Licensure NBCHT registration application and fee information.

Statement of Nondiscrimination

The NBCHT Credentialed Colon Hydrotherapist Certification Board shall admit applicants regardless of age, sex, sexual orientation, race, religion, ethnicity, national origin, handicap, or marital status, and provide all rights and privileges, as well as open access to programs, examinations, and certifications.

Special Accommodations

The NBCHT grants reasonable special accommodations for candidates with documented disabilities, in compliance with the Americans with Disabilities Act. If special assistance or arrangements are required, the following protocol must be followed:

1. A request for accommodations must be made by the candidate, in writing, when the NBCHT application is submitted. This request must include a complete description of the requested accommodation.
2. Documentation of the disability, described by a qualified health care professional must accompany the accommodation request.

Candidates requesting accommodations may be contacted by the NBCHT to discuss the disability and requested accommodation. In conference with a psychometrician and with consideration of examination security and examination administration guidelines, a reasonable accommodation will be made: Candidates will be notified in writing of the accommodations to be offered.

Privacy Policy

The NBCHT has created and abides by a strict privacy policy, which can be found at the NBCHT website www.nbcht.org, in order to demonstrate our firm commitment to candidate and certificant privacy. This policy applies to all aspects of the Colon Hydrotherapist Credential including application materials, examinations, scores and candidate records. The NBCHT reserves the right to change this policy at any time by notifying users of the existence of a new privacy statement.

Examination Information

Examination Development

The content validity (relevance), fairness and accuracy of the NBCHT Credentialed Colon Hydrotherapist examination is assured: The NBCHT and its professional testing company mandate that all aspects of the examination development, administration, scoring and reporting adhere to international professional standards and guidelines required in the testing and certification industry. The most important of these standards are promulgated by such key organizations as the American National Standards Institute (ANSI), International Organization for Standardization (ISO) 17024 Standards, American Psychological Association (APA), the National Council on Measurement in Education (NCME), the American Educational Research Association (AERA), and the Council on Licensure, Enforcement and Regulation (CLEAR). This body of standards provides a means for ensuring that the assessment process is a fair measure of competence and is legally defensible.

The examination content outline is based upon the Job Analysis Study, (also called a Role Delineation) which is revalidated on a periodic basis. The most recent Study findings were implemented in the Spring of 2009, and utilized a full scale survey methodology including all known Colon Hydrotherapists, under the direction of a panel of Certified Colon Hydrotherapist Subject Matter Experts (SMEs) representing the full complement of diversity in the field. This research provides a documented link between the content of the examination and practice on the job as a colon hydrotherapist.

The passing standard (cut score) for the Credentialed Colon Hydrotherapist examination was determined using methodologies involving a representative panel of SMEs and empirical judgments (Angoff Design V). New forms and versions of the examination are systematically implemented to protect the integrity and security of the examination program and to conform to testing industry standards. Each new form contains a significant percentage of new questions that are unique from the prior form. Psychometric procedures are employed to score the examinations in compliance with relevant technical guidelines. The NBCHT examination uses a scaled score model for all examinations, with raw scores placed on a scale ranging from 200 to 700, with 500 reported as the passing score on all examinations.

Ongoing item writing, item review, examination and question analyses are conducted to ensure that the validity, reliability and other psychometric characteristics of the examinations conform to testing industry standards. New questions written by Subject Matter Experts are reviewed multiple times, verified to an approved reference, and linked to the examination content outline. All questions undergo statistical review to ensure that they operate properly. All of these activities are overseen by trained test developers and psychometricians provided by NBCHT's testing service. The NBCHT is highly confident that the validity of content, the reliability of the test instruments, and the measurement processes employed to analyze, score and establish reporting scales are of the highest caliber.

Examination Design

The Credentialed Colon Hydrotherapist examination is comprised of 105 4-option multiple-choice questions, administered in computer-based examinations. One hundred questions are live questions that count towards a candidate's examination score; five are pretest questions placed on the examinations for statistical purposes only. Candidates are allotted two hours in which to complete the exam. Each multiple-choice question has four answer choices; only one answer choice is correct. Candidates are encouraged to read the questions carefully, choosing the single best response. Candidates are advised to first answer the questions that they are sure of, returning to the more difficult questions as time allows. Credit is given only for questions that have responses. Questions left blank will be scored as incorrect: There is no penalty for guessing. At the end of the testing session, a computer-generated score will be issued. This score is provisional, pending statistical verification that will take place within 72 hours. If candidates do not hear from the NBCHT or its testing provider within that time period, they may assume the score stands as reported.

The examination score is based upon the total number of correct responses, and is unrelated to the performance of other candidates taking the examination. Test scores are statistically validated prior to reporting. To pass the examination candidates must earn a scaled score of 500 or higher.

Examination Content

As described earlier, the examination content outline is based upon a Job Analysis study of the role of the Credentialed Colon Hydrotherapist. The examination construction is based upon the importance rating of the four main content areas. A complete content outline follows:

I. Colon Hydrotherapy Theory and Practice and Professional Development (15 % of Examination)

- A. Applies the theory of the Practice of Colon Hydrotherapy
- B. Demonstrates an understanding of the Scope of Practice
- C. Adheres to the I-ACT Code of Ethics
- D. Demonstrates an understanding of basic first aid and CPR requirements
- E. Understands the NBCHT Rules and Regulations including:
 - 1 Controlled Acts
 - 2 Zero Tolerance
 - 3 Advertising Policy
 - 4 Registration Policies
 - 5 Complaints and Discipline, Peer Review
 - 6 The use of Client Substitute Decision Makers (e.g., parents, legal guardians, conservators)
- F. Adheres to all applicable International, Federal, State, and Local Regulations relating to Practice
- G. Adheres to all applicable International, Federal, State and Local Regulations relating to business practice (e.g., third party billing, local building codes, zoning)
- H. Understand the applications and/or restrictions of Complimentary Therapies including:
 - 1 Massage
 - 2 Nutritional Counseling
 - 3 Reflexology
 - 4 Breathwork
- I. Communication with and following prescriptions of Referring Healthcare Practitioners

II. Anatomy & Physiology (35% of Examination)

- A. Demonstrates an understanding of anatomy and physiology including:
 - 1 Anatomical organizational constructs of the human body and homeostasis
 - 2 Chemical, cellular and tissue-level of organization including the role of:
 - a. enzymes
 - b. acids/base
 - c. amino acids
 - d. hormones
 - 3 Musculoskeletal System
 - 4 Nervous System including:
 - a. the innervation of the alimentary tract
 - b. the innervation of the small intestine
 - c. the innervation of the large intestine
 - d. the special senses (e.g., vision, hearing, taste and smell)
 - e. somatic sense (e.g., the aspects of touch: pain, heat and pressure)
 - 5 Lymphatic and Immune System
 - 6 Cardiovascular system including:
 - a. the veins and arteries that supply the alimentary tract
 - b. the veins and arteries that supply the small intestine
 - c. the veins and arteries that supply the large intestine
 - 7 Respiratory System
 - 8 Digestive System including the:
 - a. mouth
 - b. pharynx
 - c. esophagus
 - d. stomach
 - e. liver
 - f. pancreas
 - g. spleen
 - h. gallbladder

- i. small intestine
- j. large intestine (colon)
- k. flora and fauna of the intestinal tract
- l. physiology of digestion including:
 - 1 ingestion
 - 2 digestion
 - 3 absorption
 - 4 assimilation
 - 5 elimination
- 9 Endocrine System
- 10 Reproductive System
- 11 Urinary System including the:
 - a. structures and functions
 - b. role of electrolytes
 - c. role of PH balance
- 12 Integumentary System
- B. Demonstrates an understanding of pathology including:
 - 1 The role of infection, inflammation, immunity and healing
 - 2 Digestive System conditions and disorders including:
 - a. adhesions
 - b. appendicitis
 - c. constipation
 - d. Crohn's Disease
 - e. colitis/pseudomembranous colitis/ulcerative colitis
 - f. cryptitis
 - g. diverticulosis and diverticulitis
 - h. dysentery and diarrhea
 - i. hemorrhoids
 - j. herniations
 - k. intestinal obstructions
 - l. intestinal inflammation
 - m. mucosal hypermobility
 - n. irritable colon
 - o. parasitic infections
 - p. peritonitis
 - q. pilondial cyst
 - r. rectal abscess
 - s. rectal fissure and fistula
 - t. regional enteritis
 - u. tumors
 - 3 Nervous System conditions and disorders (e.g., seizure disorder)
 - 4 Lymphatic and Immune System conditions, disorders, and allergic responses
 - 5 Autoimmune disorders (e.g.: Lupus, Psoriasis, Multiple Sclerosis, ALS, Rheumatoid Arthritis)
 - 6 Cardiovascular System conditions and disorders
 - 7 Respiratory System conditions and disorders (e.g., asthma, bronchitis)
 - 8 Endocrine System conditions and disorders
 - 9 Urinary System conditions and disorders
 - 10 Psychological conditions and disorders (e.g., eating disorders, Alzheimer's)
 - 11 Integumentary System conditions and disorders
- C. Understands the Interrelationship among the anatomical systems and pathology including
 - 1 The Cardiovascular System the Digestive System
 - 2 The Urinary System and Digestive System
 - 3 The Respiratory System and Digestive System
 - 4 The Nervous System and Digestive System
- D. Role of exposure to toxins

- E. Demonstrates an understanding of the role of the flora and fauna of the intestinal tract and imbalance of same
- F. Components of Nutrition
- G. Understands the basic principles of pharmacology including:
 - 1 The role of common prescription medications on the digestive system including:
 - a. ASA/NSAIDs including:
 - 1 acetaminophen (e.g., Tylenol®)
 - 2 acetylsalicylic acid (e.g., Aspirin®, Bufferin®, Ecotrin®)
 - 3 anaprox (e.g., Midol®)
 - 4 celecoxib (e.g., Celebrex®)
 - 5 diclofenac (e.g., Voltaren)
 - 6 ibuprofen (e.g., Motrin®, Advil®)
 - 7 indomethacin (e.g., Indocid®, Indochron E-R®, Indocin-SR®)
 - 8 naproxen sodium (e.g., Aleve®, Anaprox®, Naprosyn®, Naprelan®, Naprapac®)
 - 9 piroxicam (e.g., Feldene®)
 - 10 sulindac (e.g., Clinoril®)
 - b. atorvastatin (e.g., Lipitor®)
 - c. clopidogrel (e.g., Plavix®)
 - d. carvedilol (e.g., Coreg®)
 - e. digoxin (e.g., Cardoxin®, Digitek®, Lanoxicaps®, Lanoxin®)
 - f. furosemide (e.g., Lasix®)
 - g. methotrexate (e.g., Rheumatrex Dose Pack®, Trexall®, Folex PFS®)
 - h. prednisone (e.g., Deltasone®)
 - i. warfarin (e.g., Coumadin®, Jantoven®)

III. Public Health and Sanitation (15% of Examination)

- A. Demonstrates an understanding of Universal Precautions and Infection Control
- B. Demonstrates an understanding of Sanitation and Sterilization Techniques including the use of FDA approved chemicals
- C. Understands FDA Medical Device Classifications and Sanitation and Safety Standards as applied to Colon Hydrotherapy Equipment including:
 - 1 the Code of Federal Regulations, Title 21
 - 2 disposable vs. multi-use equipment
- D. Equipment use and maintenance
 - 1 types of equipment (open/closed systems)
 - 2 intake water filtration system features including:
 - a. water quality standards
 - b. water treatment/pre-treatment
 - 3 water temperature probes
 - 4 equipment flow pressure
 - 5 the use of particle, carbon and ultraviolet water filtration systems
 - 6 backflow prevention valves
 - 7 drain systems
 - 8 disinfection and sanitizing of equipment
- E. Federal Regulations relating to the Practice of Colon Hydrotherapy (e.g., HIPPA, OSHA)

IV. The Colon Hydrotherapy Session (35% of Examination)

- A. Demonstrates an understanding of the role of the Client Interview
 - Completing a Health History Survey/Intake Form
- B. Obtains Informed Consent
- C. Recognizes and describes the indications for a session as published by the FDA
- D. Recognizes and describes the contraindications for a session including:
 - 1 Abdominal Hernia - or surgical repair of same
 - 2 Abdominal Pain described as:

- a. Acute (sharp, constant, w/fever, pain when coughing)
- b. Chronic (constant, intermittent)
- 3 Adrenal Exhaustion
- 4 Anemia
- 5 Aneurysm
- 6 Abdominal/Rectal Surgery within the past 12 weeks
- 7 Abnormal Abdominal Distension/Masses/Ascites
- 8 Acute Liver Failure
- 9 Colon Cancer (carcinoma)
- 10 Cardiac Conditions (uncontrolled hypertension, hypotension, recent cardiac surgery, congestive heart failure)
- 11 Crohn's Disease
- 12 Colitis
- 13 Diverticulosis/Diverticulitis
- 14 Fissures/Fistulas/hemorrhoidectomy/hemorrhoids
- 15 Hemorrhage
- 16 Hernia
- 17 Intestinal Perforation
- 18 Kidney Failure (dialysis) / Renal Insufficiency
- 19 Liver Condition (jaundice, acute failure, cirrhosis)
- 20 Lupus
- 21 Perforations of the Intestine, Colon, Sigmoid or Rectum
- 22 Pregnancy (first and last trimester)
- 23 Renal Conditions (one kidney, renal insufficiency, renal failure or on dialysis)
- 24 Rectal bleeding
- 25 Surgery (abdominal or colon) within the past 12 weeks
- 26 Prostate Conditions (benign prostatic hypertrophy)
- 27 Urinary Tract Infection (acute, pain when voiding, unable to empty bladder, frequent urination)
- E. Recognizes situations requiring client referrals - makes referrals as needed
- F. Recognizes situations requiring modification (e.g., allergy to latex or petroleum products)
- G. Creates a Protocol Plan - Communicates Plan with client
- H. Demonstrates recognized therapy protocol by:
 - 1 preparing the equipment and therapy room
 - 2 supporting the client by providing communication and education
 - 3 draping the client
 - 4 initiating the session-rectal tube/nozzle/speculum preparation
 - 5 monitoring the client and viewing tube during the session including:
 - a. recognizing the signs and symptoms indicating that the session should be discontinued including:
 - 1 water intoxication
 - 2 acute pain and discomfort
 - 3 excessive distention of the abdomen
 - 4 severe nausea and vomiting
 - 5 delirium
 - 6 loss of consciousness
 - 7 seizures
 - b. identifying and responding to equipment malfunction (e.g., power/water interruption)
 - c. modifying the session as indicated (e.g., client menstruating, client report of discomfort)
 - d. recognizing an autonomic nervous system response (indicates session complete)
 - 6 communicating the possible session side-effects including:
 - a. weakness
 - b. nausea/vomiting
 - c. hunger
 - d. flatulence

- e. fatigue
 - f. dizziness
 - g. abnormal energy
- 7 Following a post-session protocol including:
- a. communicating the need to maintain hydration
 - b. providing the client with post-session eating suggestions
 - c. communicating what the client should expect after the session
 - d. following up with the client post-treatment
- I. Performs session completion tasks including documentation (completion of a client progress form) and communication with other healthcare practitioners

Sample Questions

The following 13 questions are provided as examples of the types of questions found on the Credentialed Colon Hydrotherapist examination. All questions have four options, with only one correct. EXCEPT questions are negatively phrased, and require candidates to identify the single *incorrect* response. Some questions are offered in sets, with a single stimulus providing the information required to answer all items in the set. No questions test the same concept. Questions contain no superfluous information and are not designed to be tricky or confusing. All questions are reviewed and approved by Subject Matter Experts for validity and accuracy, and undergo psychometric review to ensure reliability and legal defensibility.

1. Lifting a barbell using a bicep curl is an example of
- (A) an isotonic exercise.
 - (B) an isometric exercise.
 - (C) a range-of-motion exercise.
 - (D) an aerobic exercise.

Questions 2-4 refer to the information below.

A 56-year-old woman has scheduled her first colon hydrotherapy session. The therapist sends the client a health history form to fill out in advance, and instructs her to bring the completed forms with her the day of her appointment. The client arrives 30 minutes late, and tells the therapist she has some questions about the forms. The therapist has a fully-booked schedule for the day.

The therapist's review of the form indicates the following:

- Lasix® taken for the past three years to treat a diagnosis of congestive heart failure
 - Yearly physicals conducted by a health care provider
 - No current health problems
 - No signature on the health history form
2. In this situation, the therapist should
- (A) consider the client health history taking complete and perform an abbreviated colon hydrotherapy session.
 - (B) use the rest of the scheduled time to answer the client's questions, and complete the health history taking; refer to the healthcare provider before treatment.
 - (C) ask the client to sign the intake form, and perform a full-length treatment, pushing back the rest of the scheduled clients.
 - (D) quickly complete the client health history taking, and then show the client how the equipment operates; reschedule the first treatment.
3. Lasix® is traditionally prescribed to treat
- (A) dry mouth, nausea and vomiting.
 - (B) fast or irregular heartbeat.
 - (C) water retention.
 - (D) muscle pain or weakness.

4. All of the following conditions may progress to congestive heart failure EXCEPT
- (A) coronary thrombosis.
 - (B) myocardial infarction.
 - (C) hypertension.
 - (D) pulmonary edema.
5. Wharton's ducts are located
- (A) posterior to the ileocecal valve at the opening of the large intestine.
 - (B) inferior to the liver.
 - (C) proximal to the pyloric valve.
 - (D) medial to the mandible under the tongue.
6. In what order does food pass through the divisions of the large intestine?
- (A) Sigmoid colon, ascending colon, transverse colon, descending colon
 - (B) Ascending colon, transverse colon, descending colon, sigmoid colon
 - (C) Ascending colon, transverse colon, sigmoid colon, descending colon
 - (D) Descending colon, sigmoid colon, transverse colon, ascending colon
7. The vein that returns blood from the ascending and transverse colon is the
- (A) gastric vein.
 - (B) inferior mesenteric vein.
 - (C) splenic vein.
 - (D) superior mesenteric vein.
8. Which of the following is an example of a nonpathogenic bacteria?
- (A) Lactobacilli
 - (B) Clostridium
 - (C) Staphylococci
 - (D) Streptococcus pneumoniae
9. The National Board For Colon Hydrotherapy (NBCHT) addresses a definition of the inappropriate use of a client's funds by a colon hydrotherapist in the
- (A) Advertising Policy.
 - (B) Zero Tolerance Policy.
 - (C) Code of Ethics.
 - (D) Scope of Practice.
10. What feature of FDA registered colon hydrotherapy equipment blocks the flow of wastewater from returning to the water source?
- (A) the mixing valve
 - (B) the water flow control valve
 - (C) the backflow prevention valve
 - (D) the hot and cold water filter system
11. A regular client calls her therapist three days after a colon hydrotherapy session complaining that she has the dry heaves, a low-grade fever, abdominal cramping and her urine is brown. The client explains that she thinks she might have a stomach virus, but she is not sure. She is calling to explain what she was experiencing and asks the therapist what she should do. The therapist should advise the client that
- (A) taking probiotics and drinking plenty of water will alleviate the symptoms.
 - (B) she should return for another colon hydrotherapy session soon.

- (C) she should contact an urgent care facility or her primary healthcare provider.
 (D) colon hydrotherapy could not be the cause of her symptoms.
12. While opening the speculum kit packet, the obturator falls on the floor. Before proceeding with the treatment, the colon hydrotherapist should
- (A) disinfect and dry off the obturator.
 (B) pick up the obturator and inspect it for damage.
 (C) ask the client to pick up the obturator.
 (D) discard the speculum kit, and open a new one.
13. According to the National Board for Colon Hydrotherapy (NBCHT) Scope of Practice, colon hydrotherapy is defined as
- (A) the introduction of a fluid into the colon.
 (B) the introduction of water into the colon.
 (C) the removal of toxins from the colon using water.
 (D) the hydration of the body via the colon.

Keys: 1= A, 2= B, 3 =C, 4 = A, 5 = D, 6 = B, 7=D, 8=A, 9 = B, 10 = C, 11 = C, 12 = D, 13 = B

Content Areas tested:

1 = II.A.3	2 = IV.A.
3 = II.G.1.f.	4 = II.B.6.
5 = II.A.8.a.	6 = II.A.8.j.
7 = II.A.6.c.	8 = II.E.
9 = I.E.2.	10 = III.D.6.
11 = IV.E.	12 = III.A.
13 = I.A.	

Suggested References: NBCHT Credentialed Colon Hydrotherapist Examination Preparation

The NBCHT provides the following reference listing as a source for information that may be useful to supplement the education and experience related to competent performance as a Credentialed Colon Hydrotherapist. Candidates are encouraged to review resources and information in content areas where skills or knowledge may be weak, keeping in mind that some questions on the examinations are developed from information gained through practical experience. The NBCHT does not recommend that candidates memorize all of the references listed. The information tested on the examination pertains to the common body of knowledge which is delineated in the Content Outline for the Credentialed Colon Hydrotherapist examination. All examination items and tasks are confirmed by one or more of the references on the list. Additional information about obtaining recommended texts and study guides may be found on the NBCHT website at www.nbcht.org.

The NBCHT does not endorse any particular text or author; this list is not intended to be inclusive, but reflects references used to support the test development process. Use of the references does not guarantee successful performance on the examination.

Introduction to the Human Body: Essentials of Anatomy & Physiology
 Gerard J. Tortora
 ISBN 0471222798
www.wiley.com/college/apcentral

Fundamentals of Anatomy & Physiology
 Donald C. Rizzo
 ISBN 1401871887
www.delmar.cengage.com

Textbook of Medical Physiology
 Arthur C. Guyton and John E. Hall
 ISBN 0721602401
www.elsevierhealth.com

Essentials of Medical Terminology
Juanita A. Davies
ISBN 0766831108
www.thompsonlearning.com

Business Mastery
Cherie M. Sohnen-Moe
ISBN 9780962126574
www.sohnen-moe.com

Colon Hydrotherapy Manual
International Association For Colon Hydrotherapy
ISBN – None
210-366-2888

Dotolo Institute Inc.: Official Curriculum for the Study of Colon Hydrotherapy
Dotolo Institute, Inc.
ISBN – None
727-614-9113 (778 Stonehenge Way, Palm Harbor, FL 34683) rdotolo43@gmail.com

NBCHT & I-ACT document reference documents: 1) Drug Information for Colon Hydrotherapists; 2) CDC document / Universal Precautions for Prevention of Transmission of HIV; and (online reference) Technique for removing Disposable Gloves --- available on line at <http://www.nbcht.org/nbchtapplication.html> ---
National Board for Colon Hydrotherapy
ISBN – None
210-308-8288 www.nbcht.com

Additional Opportunities for Study

The NBCHT does not offer workshops or review courses. However, several educational institutions and independent contractors do provide such training, which is designed to provide the public with a mechanism for reviewing the common body of knowledge associated with the practice of Colon Hydrotherapy, as well as other topics. Attendance at a review course is not a prerequisite to sitting for the NBCHT Credentialed Colon Hydrotherapist examination, nor are the courses designed to serve as examination preparation classes, nor do they serve any ancillary examination-related purposes: The course curriculums are designed specifically to review broad concepts and offer high-level overviews the role of the NBCHT Credentialed Colon Hydrotherapist. More information about educational opportunities may be found at the Education area of the I-ACT website www.i-act.com. Education Courses are neither designed nor marketed to provide the level of detailed review of technical knowledge required for examination preparation.

Acronyms used on the NBCHT Certified Colon Hydrotherapist Examination

As the Credentialed Colon Hydrotherapist Certification Board recognizes that the use of acronyms is a recognized practice for Colon Hydrotherapists, the following listing has been adopted. Only acronyms appearing on this list will be used on the Certified Colon Hydrotherapist examination. Candidates are encouraged to familiarize themselves with these acronyms.

Extension	Acronym
International Association for Colon Hydrotherapy	I-ACT (use both)
High Energy Particulate Air Filter	HEPA (use acronym only)
National Board for Colon Hydrotherapy	NBCHT (use both)
Pounds Per Square Inch	PSI (use acronym only)
benign prostatic hypertrophy	BPH (use both)
Food and Drug Administration	FDA (use both)

Examination Administration Rules and Regulations

The Examination Administrator or Proctor is NBCHT's designated agent for maintaining a secure and valid examination administration. Any individual found by the NBCHT or its agent to have engaged in conduct which compromises or attempts to compromise the integrity of the examination process will be subject to disciplinary action as sanctioned by the NBCHT and delineated in the Code of Ethics. Examinations are administered according to a strict protocol to ensure the security of the examination and the right of each candidate to a standardized testing

experience. In addition to the attestation on the Credentialed Colon Hydrotherapist Application, as a prerequisite to distribution of examination materials, candidates are required to sign a Security Affidavit agreeing to abide by all rules and regulations, including the following:

- During the registration procedures at the test site, candidates must sign the test roster and provide two forms of government issued identification, one of which must include a photograph, such as a driver's license or passport.
- No books, papers, texts, references, or calculators are allowed into the examination room. No electronic devices of any kind are permitted in the testing room. If any are found, the candidate will be disqualified. If at all possible, personal belongings should not be brought to the testing site. If they are, they will be placed in a secure location, and may not be accessed by the candidate during the administration.
- No food or drink is allowed in the examination site. Candidates with a specific medical conditions (e.g.: hypoglycemia, pregnancy, diabetes) requiring the consumption of water or food during the examination period must submit a written request to the NBCHT for a special accommodation prior to the examination.
- Visitors are not permitted in the examination room.
- At no time during the examination may candidates give or receive help to one another, or communicate in any way. Examination Proctors have the authority to remove a candidate suspected of cheating from the examination room, at which time scores will be cancelled, and disciplinary action will be taken.
- Candidates are expected to follow all instructions from examination proctors, printed in test booklets and answer sheets, and/or displayed in the computer-testing program. Candidates will be provided with the opportunity to ask questions prior to beginning the examination.

All computer-delivered examinations include a detailed 5-minute tutorial program designed to give candidates confidence in the use of the program, as well as to test the system prior to beginning the examination. The tutorial questions are for demonstration purposes only, and do not impact examination scores. Candidates are encouraged to take the time to complete the tutorial as it explains the features of the computerized testing system. The candidate name and the name of the examination will be shown at the upper left corner of the screen. If either of these is incorrect, candidates are asked to inform the proctor. A navigation grid is posted on the upper right of the screen, depicting the number of questions on the examination, and the status of those questions (answered, bookmarked for review, or skipped). A digital clock is also posted indicating a countdown of available time. Candidates may take a sample test (content is not colon hydrotherapy-related) by accessing the testing contractor's website using the following URL link:

<https://www.iqtesting.com/Default.aspx?Function=SampleExam&Exam=8>

- Candidates may leave the testing room with express permission from the proctor. Candidates must sign out and sign in from the room and must surrender all testing materials when they exit. Exit from the testing room is permitted for washroom and drinking fountain visits only. Candidates may not access cell phones, nor may they leave the building during breaks.
- Disqualifying behaviors include:
 - creating a disturbance;
 - aiding or asking for aid from another candidate;
 - any attempt to remove copy, buy, sell, or reproduce testing materials;
 - unauthorized possession of test materials;
 - impersonation of another candidate;
 - use of contraband materials or equipment in the testing site;
 - any falsification or misrepresentation of information provided during the Certified Colon Hydrotherapist application process.

Candidate Comments

Candidates testing via computer have the opportunity to post comments simply by clicking on the icon titled *Comment on this Question*. Once the computer examination is completed, candidates may provide additional feedback and comments on the examination exit survey. Examination proctors may not discuss or comment on the examination contents. All comments and questions are reviewed and considered by the Credentialed Colon Hydrotherapist Examination Committee; however, security procedures preclude discussion with candidates concerning individual test questions. Candidates should not expect a response to a comment unless it relates to a problem with the examination administration. Candidate comments or lack thereof may be taken into consideration as evidence during the Appeals process (details of Examination Appeal protocol follows).

Examination Registration

Once a Credentialed Colon Hydrotherapist application is approved, candidates will receive official notification of their right to register to take the Credentialed Colon Hydrotherapist examination, and instructions on how to do so. The examination is offered in the following settings:

Computer Administrations

- Computer Administrations of the Credentialed Colon Hydrotherapist Examination are offered at over 250 test sites in the US and Puerto Rico, US Territories, Canada and various sites outside of North America. Test sites operate in all 50 states and most are open from Monday-Saturday from 9:00am–9:00pm, and Sundays from 1:00 pm – 6:00 pm, excluding holidays. These sites are operated by the NBCHT testing contractor, Schroeder Measurement Technologies (SMT) and its subsidiary ISO Quality Testing: information concerning testing center locations and hours of operation may be found at www.isoqualitytesting.com, by clicking on the *Locate a Testing Center* menu. Note: Candidates may not register for a testing site until registration information is provided by the NBCHT upon approval of the application.

Rescheduling an Examination Registration

Candidates scheduled to take the examination at a **computer administration** established test site may reschedule the exam for a fee of \$50.00, if the request is made 5 working days in advance of the scheduled administration date. Rescheduling may be performed by accessing the test registration menu at www.isoqualitytesting.com. To reschedule the exam within 5 working days of the scheduled administration date or for rescheduling a missed computer administration appointment, the fee is \$100.00.

Failure to appear at any scheduled examination site or failure to reschedule an examination date within a one-year window will cause the forfeiture of all application fees. Candidates may reapply for the NBCHT Credentialed Colon Hydrotherapist program by paying the full application fee. It is the candidate's responsibility to contact the NBCHT or its computer-testing administrator, ISO Quality Testing to reschedule a test administration.

Examination Scoring and Reporting

1. Candidates passing the examination will receive notice of successful performance. The NBCHT Credentialed Colon Hydrotherapist examination is a minimum competency examination, and is not intended to distinguish scores above the passing point. Numeric scores are not reported above the passing point.
2. Failing candidates will receive a numeric score and a report indicating areas of weakness. This report is designed to provide a tool for study and preparation for retaking the examination.
3. Candidates testing with paper-pencil administrations will receive scores by mail within 6 weeks of the examination date.
4. Candidates testing via computer will receive a printed score notice upon completion of the examination, unless the scores are being withheld for statistical review, in which case scores will be sent via USPS within 6 weeks of testing.
5. Examination scores will be provided only to the candidate, and will NOT be provided over the phone, fax, or internet.

Retesting for Failing Candidates

Failing candidates are allowed to reapply to retake the examination upon payment of a **\$150.00** reexamination fee. The first retake may take place as soon as the reexamination fee is received and processed, but no sooner than fourteen (14) days after the original examination date. Should a candidate fail the exam a second or any number of additional times, he or she must now wait a minimum of 2 months to retest. An additional \$150.00 reexamination fee must be paid for any subsequent retest, and candidates must provide the NBCHT with proof of having attended a course providing an additional 30 hours of instruction on colon hydrotherapy for each subsequent reexamination.

Examination Appeals

Examination candidates have the right to appeal examination results within the following specified criteria established by the NBCHT Credentialed Colon Hydrotherapist Certification Committee.

Section1: **Grounds for Appeal**

- 1.01 Appellants may appeal examination results in situations restricted to extraordinary circumstances that:
 - arise coincidentally with the examination administration;

- are outside the control of the appellant;
- made the appellant's experience different from other candidate's (related to the examination administration) AND/OR affected the candidate's ability to receive credit for a test question (related to the examination content) ;
- were severe enough to account for examination failure;
- were properly reported to the Examination Administrator and the NBCHT Operations Manager.

Unless **all** of the above circumstances are met, no circumstance will be considered grounds for appeal.

1.02 If written documentation of the extraordinary circumstances is not received by the NBCHT Director of Operations within seventy-two (72) hours of a computer-administered examination, or within 14 days of the postmark date of paper-pencil exam results, an appellant will forfeit the right to appeal.

Section 2: Method of Appeal

Appeals shall:

- be set out in writing;
- detail the nature of the appeal and all particulars necessary for the appeal to be adjudicated;
- be mailed or couriered to the NBCHT Director of Operations;
- include a non-refundable fee of \$100.00.

Section 3: Appeal Procedure

3.01 Level One: Chairperson of the Appeals Committee and NBCHT Director of Operations

- a) An appeal shall be submitted to the Director of Operations within fourteen (14) days of the mailing of examination scores. All communication from the NBCHT will be mailed to the address stated on the submitted appeal.
- b) The Chairperson and the Director of Operations shall determine the validity of the appeal based upon the submitted documentation, as to the existence of extraordinary circumstances described in Section 1.01.
- c) The Director of Operations shall notify the appellant by mail within ten (10) business days of receipt of the appeal whether the appeal has been accepted or denied. Accepted appeals will be brought to the consideration of the Appeals Committee.

3.02 Level Two: Appeals Committee

- a) Only appeals brought forth for consideration by the Director of Operations will be reviewed by the Appeals Committee. Review will take place within sixty (60) days of receipt of the appeal from the Director of Operations.
- b) The Appeals Committee shall review the following:
 - The appellant's statement of appeal;
 - A statement from the NBCHT Director concerning the exam process relative to the appeal;
 - Examiner reports and comments submitted by the appellant at the time of the examination.

Note: While candidate comments concerning individual test questions and content will be considered in an appeal, candidates will not receive a response specific to the question or content. Comments filed at an examination administration do NOT constitute a formal complaint.

- c) The Director of Operations shall notify the appellant of the Appeal Committee decision - by mail - within fifteen (15) business days of the hearing.
- d) No member of the Appeals Committee will communicate directly with an appellant: Communication concerning the Appeal will be made between the NBCHT Director and the appellant.

Section 4: Appeal Committee Decisions

4.01 The Appeal Committee may put forth the following decisions based upon evidence presented by the appellant and by the Director of Operations:

- Grant the appeal;
- Deny the appeal;
- Deny the appeal and grant the appellant an attempt at the next examination administration without cost to the appellant.

4.02 All decisions of the Appeal Committee are final.

Award of the NBCHT Credentialed Colon Hydrotherapist Certification

Upon notification from the NBCHT that a candidate has successfully completed all certification requirements, candidates may use the title of *Credentialed Colon Hydrotherapist*, as long as all requirements for certification are maintained. Upon receipt of permission from the Certificant, newly certified Credentialed Colon Hydrotherapists will be added to the NBCHT Registry. The Credentialed Colon Hydrotherapist designation may be used as part of a signature, on letterheads, business cards, etc.

Maintaining the NBCHT Credentialed Colon Hydrotherapist Certification: Recertification and Continuing Education

The Credentialed Colon Hydrotherapist Certification remains valid for one (1) year from the date of successful completion of the NBCHT Credentialed Colon Hydrotherapist Certification requirements, including passing the examination. The continuing competence of NBCHT Credentialed Colon Hydrotherapists is documented through participation in continuing education, and maintaining status as a NBCHT Certified Colon Hydrotherapist in good standing. To maintain this status NBCHT Credentialed Colon Hydrotherapists must:

- Abide by the NBCHT Code of Ethics and Policies;
- Maintain I-ACT certification; and
- Earn and verify the successful completion of 12 Continuing Education Unit (CEU) credit per year; and
- Attest to his or her good standing according to the NBCHT Standards of Practice and Policies; and
- Pay the \$100.00 annual recertification fee.

Continuing Education Units may be earned by attending educational seminars offered at I-ACT conventions or other programming recognized by the NBCHT, such as college academic courses. Individuals or organizations may apply to the NBCHT for consideration of recognition of educational programming for CEU credit. Full information concerning Recertification policies may be found at the NBCHT website.

Candidates are responsible for updating contact information which may be accessed online at www.nbcht.org, in the NBCHT section. The NBCHT reserves the right to audit recertification documentation and applications. Failure to pay the annual fee and failure to recertify CEUs within the 1-year window will result in the revocation of the Credentialed Colon Hydrotherapist Certificate, and candidates must complete the full application and examination process to recertify.

Fee Schedules

Credentialed Colon Hydrotherapist Program Application:	\$300.00
Test Center computer exam admin	No Charge

Rescheduling an Examination within established deadlines:	
computer examination administration	No Charge

Rescheduling an Examination outside of established deadlines:	
computer examination administration	\$100.00

Failure to reschedule with a one-year window of the originally scheduled exam date will result in forfeiture of the entire \$300.00 Credentialed Colon Hydrotherapist Application fee.

Retesting for Failing Candidates:	
computer examination administration	\$150.00

Note: A charge of \$25.00 will be levied for Checks issued with Insufficient Funds, or for attempts to pay via Credit Card should the card be denied during processing.